

City Council Minutes

March 10, 2003

The Council of the city of Milton-Freewater met in regular session on Monday, March 10, 2003 at 7:00 p.m. in the council chambers of City Hall.

The following members were present: Mayor Key, Councilors Saager, Lyon, Humbert, Woods, Records and Kelley and Youth Representative Ben Colahan. Staff members present were City Manager Delphine Palmer, Assistant City Manager Linda Hall, Police Chief Mike Gallaher, Public Works Superintendent Howard Moss, Electric Superintendent Mike Charlo and Finance Director Dave Richmond.

Citizens present were Curtis Walters, Merle Sherman, Pat Thompson and others.

The only member of the press present was Jeff Durham from the Blue Mountain Pioneer.

CONSENT CALENDAR ITEMS: The only item on the consent calendar are minutes from the February 24, 2003 meeting. Councilor Kelley moved to adopt the Consent Calendar. Councilor Records seconded the motion which passed unanimously.

Mayor Key announced to the audience that this was the opportunity for citizens to approach the council with concerns not on the agenda. Dale Smith from Alaska approached and stated he was asked to say a few words by Councilor Woods regarding the death of his aunt who was killed on Highway 11 and the upcoming traffic light at NW 5th and Hwy 11. Also, as a suggestion to get more efficient traffic volume, it was suggested that the City communicate with approximately five property owners to move the 4th street access so as to align with NW 5th Street and the traffic light. Through a process of condemning property and moving buildings, Mr. Smith felt the two streets could be lined up both easily and timely.

City Manager Delphine Palmer apologized to Mr. Smith, but informed him that this discussion should take place with the Planning Commission, and that the Planning Commission did discuss this previously on Monday night at their meeting. Assistant City Manager Linda Hall stated that the public hearing process for this particular development took place last Monday and now goes on to a Site Plan Review Committee.

Mr. Smith stated he felt it was a misunderstanding as he was invited by Councilor Woods to come and report his ideas to council, but did state he appreciated their time.

Councilor Woods said he met Mr. Smith at a Safety Corridor meeting, where this issue was discussed (This issue being the traffic light at NW 5th Street and Hwy 11).

NEW BUSINESS:

APPOINTMENT of Recreation Committee Members. Mayor Lewis Key proposed Jose Garcia, Judith Garcia, Christian Gillen, Mike Waltman and Susan Dohrmann (to fill the unexpired term of Mardi Hagerman) as committee members on the Recreation Committee. Councilor Saager moved to accept the appointments. Councilor Humbert seconded the motion which passed unanimously.

BID AWARD Milton Substation. Electric Superintendent Mike Charlo stated that this project, the Milton Substation, had been discussed for several years, but now has a design which was determined by his staff and the consulting engineer. To make the project more affordable, it has been divided into two budget years, this being the first phase. This bid request will provide an entirely new substation switching rack, bus work, disconnect switches, and underground getaways for each feeder. The purpose for this upgrade is to replace some of the vintage 1940 equipment that the City cannot get replacement parts for.

The company called Hamby Young is a division of Westinghouse. They submitted a bid in the amount of \$116,037.00, but bid on another kind of disconnect switch. The disconnect switch needed would be an extra \$2,000.00 making the total bid \$118,647.00 which is still the low bid out of the six submitted.

Councilor Humbert stated his concern that all bidders were given the same treatment with regard to the forgiveness of a portion of the liquidated damages. Mr. Charlo stated that all bidders were given the same considerations.

Councilor Kelley asked if the Hamby Young company was installing or just providing. Mr. Charlo stated they were providing and the electric department personnel would install; however, the retaining wall construction would be contracted out.

Councilor Woods asked what would happen if the transformer went out that is not scheduled for replacement at this time. Mr. Charlo stated that the City had an agreement with Bonneville Power Administration to deliver a transformer and their only charges would be transportation, connect and disconnect. The transformer would be on loan. Mr. Charlo further explained that the North Substation on Cobb Road is capable of delivering power to all of Milton-Freewater in the event that something happened to the North Substation. Councilor Woods then asked if the City could supply power from one substation, why have two substations. Mr. Charlo said that both substations served as backup to each other.

Councilor Kelley moved to authorize bid award to Hamby Young in the amount of \$118,627.00 for the Milton Substation Distribution Rack and Substation Equipment. Councilor Humbert seconded the motion which passed unanimously.

RESOLUTION NO. 1921 Revising City Purchasing Rules/RESOLUTION NO. 1922 Adopting Personal Contracting Rules. Assistant City Manager Linda Hall reported on both Resolutions in the same staff report as they are related. Ms. Hall stated that City Attorney Doug Hojem contacted her a few weeks ago with recommendations for revision of our current rules due to the implementation of special regulations concerning "personal service contracts" by the State Legislature. In the past, these types of personal service contracts have been largely under

exemption from regular purchasing regulations which require formal bidding processes. Examples of these types of contracts are appraisers, data processing consultants, transportation services, engineer, accountant, land use planning consultants, etc.

Councilor Humbert asked if the City had a “small works roster” or “contractors list” that has gone through the ad process. Assistant City Manager Linda Hall said the revised rules divide contracts in range of \$25,000 to \$75,000 and then contracts over \$75,000. The lower range allows for informal bidding process which would work well for a small works roster or contractor’s list.

Councilor Saager expressed his frustration towards the State of Oregon as the State withdraws more and more funds from the City and then dictates through legislation a process which will create greater expenditure for the City to do the same job the City has done well previously without the States intervention.

Youth Representative Ben Colahan asked if we really had any choice but to accept these resolutions. Ms. Hall stated that he could certainly vote no, but that we really didn’t have a choice.

Councilor Saager moved to adopt both Resolution No. 1921, Revising City’s Purchasing Rules and also Resolution No. 1922, Adopting Personal Service Contracting Rules. Councilor Records seconded the motion which passed with aye votes from Councilors Saager, Lyon, Humbert, Woods, Records and Kelley, but Youth Representative Ben Colahan voted nay.

MANAGER’S REPORT

City Manager Delphine Palmer reported that the City had received several drawings in the Logo Contest and will be presenting these to council at the next meeting.

Ms. Palmer reported that the City staff were deeply involved with the budget process, and that she had never before experienced such a challenge as this upcoming fiscal budget with the State’s withdrawal of funds and costs increasing. What is most frustrating is that the City’s department heads have been outstanding at working within their budgets and now the State removes those necessary operating funds. It is most challenging for all involved.

Ms. Palmer said that council needed to decide whether or not they would stay in the council chambers at City Hall or would move to the new library for their regular meeting place. Mayor Key asked if the new library had a sound system. Ms. Palmer said that the sound system would have to be moved to the new library if that were decided. After a short discussion Council decided to stay in the City Hall council chambers.

COUNCIL CONCERNS

Mayor Lewis Key stated that Councilor Woods spoke with him about representing the City at the Eastern Oregon Rural Alliance. After speaking with City Manager Delphine Palmer, there doesn’t seem to be any money in the budget for travel, but if Councilor Woods is to represent the

City, council needs to be in agreement. Councilor Woods explained the goal of the Alliance was to gather together and discuss common concerns from all the cities and districts within the 13 counties that make up the Alliance. These many voices then make up one large voice. Mayor Key asked if Councilor Woods could get an agenda for council to review before the meeting. Councilor Woods said he wrote the agenda, so that would not be a problem. One item the Alliance is trying to organize is an Office of Rural Policy. Right now there is only an Office of Urban Policy. The Office of Rural Policy would consist of a 15-member board representing all of rural Oregon. Councilor Humbert asked if council could have access to minutes from the meetings. Councilor Woods said this was possible and he could also send copies of emails. Councilor Kelley asked if this group was recognized by the State of Oregon as a voice. Councilor Humbert answered, saying that the Office of Rural Policy is only now going through legislature, but that if approved, would be recognized as a voice at State hearings. City Manager Delphine Palmer said she thought this new organization, Office of Rural Policy, would be a state office actually on this side of the state. Councilor Humbert concurred. Mayor Key then asked who organized the Eastern Oregon Rural Alliance. Councilor Woods said the group started with several county commissioners, then added city representation and schools. Councilor Humbert asked how many people were involved. Councilor Woods said that on any given Friday approximately 70 people are in attendance in John Day. Mayor Key asked if the meetings were always in John Day. Councilor Woods said they all had been. Youth Representative Ben Colahan stated that the question was whether or not council wanted Councilor Woods to represent the council at these meetings. Councilor Kelley stated she was concerned that the representation would be final and not discussed. With a councilor representing the City versus the Council President or the Mayor, a councilor can get into trouble with just a few short words. Councilor Saager said he was concerned that the City couldn't get information from a senator from across the mountain (Portland, McMinnville, Eugene, Salem) they could care less about this side of the mountain and Councilor Saager does not feel they can be influenced. City Manager Delphine Palmer said she thought the idea was good, but was it worth it to the City to add \$300.00 monthly to our expenditures. Ms. Palmer further said that she would rather Councilor Woods be on the Land Use Committee; that this committee would be more cost efficient for the City and also be more of a direct benefit to the City. Councilor Lyon said he spoke with Senator David Nelson and Representative Greg Smith on Thursdays and that the proposals coming from Salem are not beneficial to the City and if this organization can make themselves heard in Salem, he would support that, but felt he needed more information about the organization before he could make any decision about council representation. Assistant City Manager Linda Hall asked if our school board or county commissioners were involved. Councilor Woods stated that the county commissioners were involved and our school board was informed. Ms. Hall also asked if the Alliance reimbursed him for postage. Councilor Woods said he didn't have postage; that all correspondence was by electronic mail or phone. Councilor Lyon asked if they had a budget and Councilor Woods said they had approximately \$4,000.00. Councilor Woods said the board membership consisted of people that were elected officials and any item on the agenda that may require a decision, members in attendance voted as individuals. Councilor Woods stated he had been elected as secretary to the Board. Ms. Hall then clarified her statement that Councilor Woods had been representing the City as an elected official on the board. Councilor Saager said he didn't think it possible for Councilor Woods to represent the City as he has never brought anything back for council to discuss. Councilor Humbert said that

was true, that Councilor Woods could only vote as an individual, not as a representative from the City. Councilor Saager said they just needed more information.

Youth Representative Ben Colahan announced that there was an upcoming community play and if anyone was interested in participating, auditions are tomorrow between 4:00pm and 6:00pm.

Councilor Humbert received a letter from Representative Greg Smith and read the letter to council and to citizens present.

There being no further business the meeting was adjourned at 8:15 p.m.

Lewis S. Key, Mayor

March 24, 2003

The Council of the city of Milton-Freewater met in regular session on Monday, March 24, 2003 at 7:00 p.m. in the council chambers of City Hall.

The following members were present: Mayor Key, Councilors Saager, Lyon, Woods, Records and Kelley. Staff members present were City Manager Delphine Palmer, Assistant City Manager Linda Hall, Police Chief Mike Gallaher, Public Works Superintendent Howard Moss, City Planner Gina Hartzheim and Finance Director Dave Richmond. Absent was Councilor Humbert.

Citizens present were Curtis Walters, Merle Sherman, Tammy Sanchez, Walter Sanchez, Mark Sanchez, Diane Biggs, Fran Hendrichs, Sherry Rowan, Staci Buchanan and others.

The only member of the press present was Jeff Durham from the Blue Mountain Pioneer.

PRESENTATION OF PLAQUE to Mardi Hagerman by Mayor Lewis Key for her long-time membership on the Recreation Committee. She was honored for her twelve years of service. She was also recognized as one of the community's primary leaders in seeking our new aquatic center.

CONSENT CALENDAR ITEMS: Items on the consent calendar included Minutes from the March 10, 2003 meeting, Approval of a liquor license for Estudio 69 Dance Club Inc.(change of ownership), and RESOLUTION NO. 1923 Authorizing signatures for the Baker Boyer Bank payroll account. Councilor Saager moved to adopt the Consent Calendar. Councilor Lyons seconded the motion which passed unanimously.

Mayor Key announced to the audience that this was the opportunity for citizens to approach the council with concerns not on the agenda. None approached.

NEW BUSINESS

RESOLUTION NO. 1924, Declaring new City Logo winner of “Logo Contest” Frog drawings.

City Manager Delphine Palmer said this was a project that the City had been working on for about a year. Different merchant groups, the Chamber, and different marketing groups have all contributed their successful ideas. Ms. Palmer stated that she herself had noticed that the City needed something unique to bring people into our community. Nothing we had made us stand out amongst other cities. Although it is still true today that our city has low-cost utilities, it alone does not excite visitors to our city. Marketing experts suggested the idea of “branding.”

Branding is to take something that is truly unique about your city that no other city in the whole of the United States has, and then build upon that uniqueness. Our Muddy Frogwater festival is truly unique to our City. There are also people all over the United States that collect frogs. It’s whimsical, fun and something that people already relate Milton-Freewater to. As an expansion to economic development in our area, it was our idea to have the City and merchants really expound on the frog idea. The idea came to incorporate the frog into a new logo; this logo would then be used throughout our community, on stationary, making pins and generally expanding on the basic idea. Ms. Palmer further stated she felt that in this economy, the City needed something different and unique to attract businesses as well as visitors.

Ms. Palmer announced that the contest was complete and now had a first-place winner. But first Ms. Palmer announced the Honorable Mention awards to a youth who submitted his drawing. Mark Sanchez was in attendance and received a certificate along with a sipper-mug filled with money. The first-place winner was Staci Buchanan. Ms. Palmer revealed the new logo to citizens and council and Ms. Buchanan was given her winning check for \$250.00.

Assistant City Manager Linda Hall presented the Resolution for council to act upon to adopt the new city logo. Mayor Lewis Key read the resolution to council and citizens. Councilor Saager asked if the logo was under copyright now so as not to lose the logo. Ms. Palmer stated that the copyright procedure was in the process now. Councilor Woods asked where Ms. Palmer visualized the logo being. Ms. Palmer said the logo would be on business cards, stationary and vehicles. Councilor Saager had an idea that the City, Chamber and merchants all liked, that being an envelope with a map and an arrow pointing to the City of Milton-Freewater. This envelope would be used by all businesses in our area so that every manor of correspondence would have directions to our community. Years ago this was done in Milton-Freewater and the idea now is not much different except instead of the arrow, the City would now like to have a frog pointing to the City. Each business would then only have to print their name and address above the map. Councilor Saager said he used the envelopes that were developed when the City received its recognition for the All-American City award. He further stated that this envelope had been very effective and that he was excited to have the new envelopes with the frogs on them. Councilor Records stated he was all in favor of the logo reminding council and citizens that Seattle has pigs and Portland has cows.

Councilor Kelley moved to adopt Resolution No. 1924 Declaring the City Logo winner of the “Logo Contest” frog drawings to be our new City logo. Councilor Records seconded the motion which passed unanimously.

PUBLIC HEARING AND ORDINANCE NO. 913 Establishing Liquor License Processing Guidelines.

Mayor Key opened the hearing and read the directive reviewing responsibilities and procedures to both Council and Residents for the purpose of citizen input that will establish Liquor License processing guidelines.

Mayor Key asked if Notice of Hearing had been published. Assistant City Manager Linda Hall stated that it had been done.

Mayor Key asked if there had been any written comments. Assistant City Manager Linda Hall stated none were received.

Ms. Hall then gave her staff report stating that ORS 471.166 allows local governments to adjust their processing fees for liquor licenses; however, to accomplish this, the City is required to hold a public hearing and institute specific guidelines that recommendations will be based upon. There is nothing new other than the formalization and possibly more public input into the consideration process when liquor license applications come before the council for recommendation. Council has had some discontent in the past because of their inability to have final jurisdiction as to whether or not a liquor license is granted within their city. Council can recommend to OLCC and the new legislation does give their recommendation more weight, but the recommendation can still be overturned and often is. For years our liquor license fee has been at \$25.00 which is less than 25% of what other cities across the state receive. There is a great deal of staff time involved, mainly in behalf of the police department, that entails interviews and background checks. The first phase of this process would be the public hearing. Once the public hearing is closed, we would ask as staff that council adopt the ordinance which formalizes the guidelines for processing and then should that be done, we would ask that council adopt a resolution which implements renewal fees, change in ownership fees, new application fees and special event fees.

Mayor Key invited citizens to approach council with their issues regarding the liquor license processing guidelines. None approached.

Mayor Key invited council to ask any questions. Councilor Woods asked how long it takes the police department to conduct an investigation in each application. Police Chief Gallaher answered the question stating that between checking backgrounds to eliminate any criminal element that may be trying to enter this business and also checking their plan of operation, interview the owners and ensure that they have a plan of operation, a minimum of eight (8) hours of police labor would be used and could go beyond that if there were any questions about any element of the application. Councilor Woods then asked if there were any other staff time involved. Ms. Hall explained stating that the application first comes to her office where she ensures the application is completed, their contact information is complete and that they have completed the correct type of application for the type of license they are pursuing. Fees are collected and the application is then sent to the police department and after that the application is returned and a fact-sheet is completed to go out in the press packet and then the application is scheduled for council's time. Councilor Woods then asked what the labor may actually cost as he wanted to know the relationship between the actual cost and the new fees to be implemented. Ms. Hall answered saying that if the liquor license fees covered the actual costs, the fees charged

would be well above the legal allowance. Ms. Hall further said we may recoup through fees 10% to 20% of the actual cost.

Mayor Key declared the hearing closed.

Councilor Kelley moved Ordinance No. 913, be introduced by title only and full reading waived. Councilor Saager seconded and a roll call vote was taken: Councilor Saager, yea, Councilor Lyon, yea, Councilor Woods, yea, Councilor Records, yea, and Councilor Kelley yea. Motion carried unanimously. The City Manager then read the ordinance by title. Councilor Saager moved to adopt Ordinance No. 913 by title only and full reading waived. Councilor Kelley seconded and the motion carried unanimously. The City Manager read the ordinance by title. Councilor Kelley moved to adopt Ordinance No. 913, Councilor Lyon seconded and a roll call vote was taken: Councilor Saager, yea, Councilor Lyon, yea, Councilor Woods, yea, Councilor Records, yea and Councilor Kelley, yea.

RESOLUTION NO. 1925 Amending Liquor License Processing Fees. Councilor Saager moved to adopt Resolution No. 1925 Amending Liquor License Processing Fees. Councilor Kelley seconded the motion which passed unanimously.

DISCUSSION of Carnegie Library use proposal. Assistant City Manager Linda Hall stated that in February, Council had asked City Manager Delphine Palmer to obtain library use proposals for the old Carnegie Library since the City was now in the process of moving out. We advertised for the proposals and received one, very exciting proposal from Sherry Rowan, a local citizen, educator and classic musician. She submitted a proposal to remodel the library into what she terms as a “gathering place” for the community. She proposed to name the old library “Carnegie’s” to recognize that it was originally built as a Carnegie Library. Showcased in the proposal are coffee bar, wine tasting, delicatessen restaurant, bakery and a community meeting room. The proposal is now in a preliminary stage, but we have invited Ms. Rowan to appear before council if you have any questions. Ms. Hall stated that if council were interested in this proposal, council would need to authorize City Manager Delphine Palmer to enter into negotiations with Ms. Rowan.

After assuring that each councilor had received a copy of her proposal in their packet, Ms. Rowan stated that she had taught many children and grandchildren of members in this community during her 27-year tenure with the local school district and that she also saw this community as her home for the duration of her life. Ms. Rowan further stated that she had dreamed for years what could be done with the old Carnegie Library building and also how to preserve it as well. Ms. Rowan stated she would like to have a courtyard outside with seating, a delicatessen on the main floor with a gathering place for wedding receptions or club meetings or other related events. Later, Ms. Rowan would like to have a bakery downstairs. Ms. Rowan’s question for the City was how they were going to deal with the building, whether it will be ownership or lease. City Manager Delphine Palmer said that during previous discussions the City would not like to lose ownership of the building. At this point the building use would have to be through a long-term lease. Ms. Palmer further stated that the City’s vision is to promote visitors to our community, and had thought of having a Chamber/Visitor center, but after reading the proposal, Ms. Palmer felt that Ms. Rowan’s ideas went hand-in-hand with the City’s vision

because the proposal included the idea of selling local products and would have the desired aesthetics.

Councilor Saager stated he felt Ms. Rowan had a beautiful dream, and felt dreams are very important, but he also felt this dream could become a reality. Councilor Saager said he would like to give City Manager Delphine Palmer authority to negotiate with Ms. Rowan and report back to council with her findings. Councilor Kelley asked if that was a motion and Councilor Saager said he could make it a motion. Councilor Kelley seconded the motion. Councilor Lyon said he would not like to relinquish ownership of the library building, but was in favor of the proposal under a lease. Ms. Rowan stated that this dream required a tremendous amount of money and so then asked if a person invested that kind of money into something that is not owned. Councilor Saager said that would all have to be part of the language of the lease. City Manager said that there were all kinds of aid for this kind of project; CDP, the Chamber and even some individuals Ms. Palmer had spoken to in Walla Walla could help with the project. Councilor Lyon asked if Ms. Rowan saw a small area for art display. Ms. Rowan said she did see this for local artists. Ms. Rowan said she saw the walls in a light cream color and could also see the wood refinished. She further said there would be plenty of space to display local art. Councilor Records told Ms. Rowan that he felt this was a great idea and wanted us to work with her to achieve her goal. Councilor Woods expressed concerns about actually baking in the building with the large ovens. Ms. Palmer said that if the building was placed on the historic register, Ms. Rowan would not be able to tear down walls, but from her submitted proposal, Ms. Palmer did not believe that was part of her idea. Ms. Rowan concurred.

Assistant City Manager Linda Hall stated that Councilor Records phoned this very day with a concern saying that Carnegie Libraries were a grant program from Andrew Carnegie at the turn of the century and it was common or mandatory that in the deed of the grant was a caveat that stated the building would be used solely as a library for a given number of years. Ms. Hall reported that the City has exceeded that by about fifteen years so the City's deed is free and council may authorize their manager to negotiate for other purposes.

Council unanimously gave authorization to City Manager Delphine Palmer to negotiate with Ms. Rowan and her proposal.

MANAGER'S REPORT

City Manager Delphine Palmer said she had met with Dayton staff and staff from the Columbia Port regarding the possibility of a Dinner-Train going between Dayton and Milton-Freewater. It was determined that there is still a great deal of work to do, but are excited to push forward with the project to determine feasibility. The next meeting will involve many people, directors from each port. Milton-Freewater, College Place, Walla Walla and Dayton would all be involved in this project. Ms. Palmer spoke with ODOT and WDOT and both were excited with the idea. Ms. Palmer feels there is money there, we just have to go for it.

Ms. Palmer stated she was still in negotiation with the police personnel and had met with them several times. She feels they are almost ready to present a contract to council.

Ms. Palmer said she was writing the budget message for the upcoming fiscal year and expressed how challenging the letter was due to reduced revenues and tremendous cost increases the City will encounter.

Ms. Palmer stated that Police Chief Mike Gallaher had been to a Town Hall meeting in Stayton, Oregon discussing the 9-1-1 situation. Ms. Palmer said she had received an email from Ed Brookshire that said there was a new bill in legislation that dissolves the mandatory status regarding the 9-1-1 Consolidation so this is moving forward. Ms. Palmer reported there had been a lot of work on this and now there are a lot of other cities joining us in this fight, realizing that consolidation does not work in every situation. One item that the State did not realize in our situation is that we have mutual-aid agreements that extend over state lines. Ms. Palmer had Chief Gallaher summarize the meeting. Chief Gallaher said there were five state representatives on the panel at this Town Hall meeting and he felt that only one representative was opposed coming into the meeting and felt that had not changed; however, the other four were very supportive. Three bills are being drafted and one bill is being drafted in behalf of the City of Milton-Freewater by Representative Greg Smith. There were representatives there from Milton-Freewater (Chief Gallaher), Hermiston, Florence, Lincoln City, Stayton and Cottage Grove. There were about 200 people in attendance and about 99% of them were in opposition of the mandatory PSAPs. Councilor Lyon asked when the meeting took place. Chief Gallaher answered saying last Tuesday evening, March 18, 2003. Councilor Lyon said he was on the phone with Representative Greg Smith on Thursday, March 20, 2003, and that he felt good that there would be an exemption for Milton-Freewater and others.

COUNCIL CONCERNS

Councilor Woods gave an update of a one-time scholarship/grant from an engineering firm. Councilor Woods previously passed out to council copies of the application. The application was derived while working with Youth Representative Ben Colahan by choosing the desired questions from several application samples. Councilor Woods said that Mr. Colahan feels there may be approximately 25 students from McLaughlin High School that may be eligible for this scholarship. Councilor Woods asked council if they would like any additional questions on this application, but cautioned that the application should be short as the scholarship is only \$500.00. There is an essay requirement on the application on the "Role of city government within a free society" with a 1500-word limitation. Councilor Woods suggested a time-line to council stating the application deadline would be April 25, 2003 giving time for any interviews that may need to be conducted, and then selecting an individual for the scholarship at the May 12, 2003 council meeting. May 22, 2003 is when McLaughlin High School announces scholarship recipients at their Presentation Ceremony. Councilor Kelley suggested that the application should stress concise writing techniques when writing their essay.

Councilor Kelley announced she was in a meeting before council at the new library and that they now have volunteer applications available for anyone who would like to be part of this historic event in Milton-Freewater, which is getting our new library ready to use. There are several options for times and specific job preferences.

Councilor Woods announced he had spoken with John Zerba from the Walla Walla Watershed and Councilor Woods will be representing the City on the Watershed council and Councilor Humbert will be representing the City on the Bi-State Habitat Conservation Plan committee.

There being no further business the meeting was adjourned at 7:58 p.m.

Lewis S. Key, Mayor